Level	Field	Validation	Action on Failure
File	N/A	Structure of file (parsing): including correct number of fields in each record, presence of required record types, and correct order of record types	Entire file rejected. Email sent to agency
File Header (FH)	ALL	All fields must be present. All fields are validated based on file specifications.	Entire file rejected. Email sent to agency
File Footer (FF)	ALL	All fields must be present. All fields are validated based on file specifications.	Entire file rejected. Email sent to agency
Requisition Header (RH)	ClientName	Required. Validated against AMS database values	Requisition is rejected. Email sent to agency
	Auto_Submit	Required. Must be 'true' or 'false'	Requisition is rejected. Email sent to agency
	Status (used for version	Must be numeric value. If omitted or is a negative value, it is assumed to be a new order.	Requisition is rejected. Email sent to agency
	Ignore_Approval_Flow	Required. Must be 'true' or 'false'	Requisition is rejected. Email sent to agency
	ReqPreparerID	Required. Validated against AMS database values	Requisition is rejected. Email sent to agency
	ReqRequesterID	Required. Validated against AMS database values	Requisition is rejected. Email sent to agency
	EntityCode	Required. Validated against AMS database values	Requisition is rejected. Email sent to agency
	SubEntityCode	Required. Validated against AMS database values	Requisition is rejected. Email sent to agency
	FiscalYear	Required. Validated against AMS database values	Requisition is rejected. Email sent to agency
	POCategory	Required. Validated against AMS database values	Requisition is rejected. Email sent to agency
	ReqHoldUntilDate	Checked if it is a valid date	Date is removed
	ReqNumber - Validation	Required. Must be unique for requisition and version (Status field). A requisition may be resent if previous attempt to import failed message broker validation or failed to import into the eMall.	Requisition is rejected. Email sent to agency
	ReqNumber - Validation	Required. Requisition number must be be prefixed with the agency code and an underscore.	Requisition is rejected. Email sent to agency

	ERPReqNumber	Required. Data is not validated.	Requisition is rejected. Email sent to agency
	ReqTitle	Required. Data is not validated.	Requisition is rejected. Email sent to agency
	TIN	Required if VendorLocDunsNumber is not provided.	Requisition is rejected. Email sent to agency
	VendorLocName	Required. Data is not validated.	Requisition is rejected. Email sent to agency
	VendorLocLines	Required. Data is not validated.	Requisition is rejected. Email sent to agency
	VendorLocCity	Required. Data is not validated.	Requisition is rejected. Email sent to agency
	VendorLocState	Required. Data is not validated.	Requisition is rejected. Email sent to agency
	VendorLocPostalCode	Required if VendorLocDunsNumber is not provided.	Requisition is rejected. Email sent to agency
	VendorLocCountry	Required. Data is not validated.	Requisition is rejected. Email sent to agency
Requisition Line (RL)	POLineNumber	Required. Must be greater than zero.	Requisition is rejected. Email sent to agency
	IsNonCatalog	Required. Must be 'true' or 'false'	Requisition is rejected. Email sent to agency
	ClientName	Required. Validated against AMS database values	Requisition is rejected. Email sent to agency
	QuantityOrdered	Required. Must be greater than zero.	Requisition is rejected. Email sent to agency
	Price	Required. Must be greater than zero.	Requisition is rejected. Email sent to agency
	ERPPONumber	Required. Data is not validated.	Requisition is rejected. Email sent to agency
	Status (Used for add, ch	Value must be 'add', 'change', 'delete' or 'cancel.' If omitted, it is assumed to be a an 'add.'	Requisition is rejected. Email sent to agency
	Description.Description	Required. Data is not validated.	Requisition is rejected. Email sent to agency
	UnitOfMeasureCode	Required. Validated against AMS database values	Requisition is rejected. Email sent to agency
	ShipToID	Required if ERPShipTo not provided. Validated against AMS database values	Requisition is rejected. Email sent to agency
	ERPShipTo	Required if ShipToID not provided. Validated against AMS database values	Requisition is rejected. Email sent to agency
	BillToID	Required if ERPBillTo not provided. Validated against AMS database values	Requisition is rejected. Email sent to agency
	ERPBillTo	Required if BillToID not provided. Validated against AMS database values	Requisition is rejected. Email sent to agency
	DeliverToName	Required. Data is not validated.	Requisition is rejected. Email sent to agency
	NeedByDate	Checked if it is a valid date	Date is removed
Attachment (HA/LA)	FileName	Required. Data is not validated.	Requisition is rejected. Email sent to agency
	FileExtension	Required. Value is compared against the extension on the Filename.	Requisition is rejected. Email sent to agency

| Comment (HC/LC) | PoLineNumber | Header Comment must have a value of zero. Line comment must have a value greated than zero. | Requisition is rejected. Email sent to agency |